



**Companies House**

— for the record —

Company Name

**MORAY OFFICE SUPPLIES  
LIMITED**

Company Type

**Private Company Limited By  
Shares**

Company Number

**SC158895**

Information extracted from  
Companies House records on  
**4th June 2004**

## 363s Annual Return

- > Please check the details printed in blue on this statement.
- > If any details are wrong, strike them through and write the correct details in the "Amended details" column.
- > Please use black pen and write in capitals.



### Section 1: Company details



SCT 8YQ84WD2 0180  
COMPANIES HOUSE 29/06/04

Ref: SC158895/03/10

#### Current details

#### Amended details

<p>&gt; Registered Office Address</p> <p><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i></p>	<p><b>Moray Office Supplies</b> <b>Edgar Road</b> <b>Elgin</b> <b>Morayshire IV30 6YQ</b></p>	<p>Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>UK Postcode    _ _ _ _ _</p>																
<p>&gt; Register of Members</p> <p><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i></p>	<p><b>Address where the Register is held</b> <b>Moray Office Supplies</b> <b>Edgar Road</b> <b>Elgin</b> <b>Morayshire IV30 6YQ</b></p>	<p>Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>UK Postcode    _ _ _ _ _</p>																
<p>&gt; Register of Debenture Holders</p> <p><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i></p>	<p><b>Not Applicable</b></p>	<p>Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>UK Postcode    _ _ _ _ _</p>																
<p>&gt; Principal Business Activities</p> <p><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i></p> <p>&gt; Please enter additional principal activity code(s) in "Amended details" column. See notes for guidance for list of activity codes.</p>	<table border="1"> <thead> <tr> <th>SIC Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td><b>5263</b></td> <td><b>Other non-store retail sale</b></td> </tr> </tbody> </table>	SIC Code	Description	<b>5263</b>	<b>Other non-store retail sale</b>	<table border="1"> <thead> <tr> <th>SIC CODE</th> <th>Description</th> </tr> </thead> <tbody> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> </tbody> </table>	SIC CODE	Description	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
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	Current details	Amended details
<b>&gt; Company Secretary</b> <i>If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>  <i>Particulars of a new Company Secretary must be notified on form 288a.</i>	<b>Name</b> <b>Isobel ELDER</b>  <b>Address</b> <b>Broomlea</b> <b>Old Church Road</b> <b>Cullen</b> <b>Banffshire</b> <b>AB56 4UZ</b>	<b>Name</b> <hr/> <input type="checkbox"/> Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. <b>Address</b> <hr/> <hr/> <hr/> <b>UK Postcode</b> _ _ _ _ _ <b>Date of change</b> _ _ / _ _ / _ _ _ _ <b>Date Isobel ELDER</b> <b>ceased to be secretary (if applicable)</b> _ _ / _ _ / _ _ _ _
<b>&gt; Director</b> <i>If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>  <i>Particulars of a new Director must be notified on form 288a.</i>	<b>Name</b> <b>Alan John ELDER</b>  <b>Address</b> <b>9A North Pringle Street</b> <b>Buckie</b> <b>AB56 1HN</b>  <b>Date of birth</b> 16/08/1961  <b>Nationality</b> British  <b>Occupation</b> Manager	<b>Name</b> <hr/> <input type="checkbox"/> Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. <b>Address</b> <hr/> <hr/> <hr/> <b>UK Postcode</b> _ _ _ _ _ <b>Date of birth</b> _ _ / _ _ / _ _ _ _ <b>Nationality</b> _____ <b>Occupation</b> _____ <b>Date of change</b> _ _ / _ _ / _ _ _ _ <b>Date Alan John ELDER</b> <b>ceased to be</b> <b>director (if applicable)</b> _ _ / _ _ / _ _ _ _

	Current details	Amended details
<b>&gt; Issued Share Capital</b> <i>This table shows the total number of shares that have been issued by your company and their Nominal Value. If any of the details are wrong, please fill in the correct details.</i>	<b>Class of share</b> <b>Ordinary</b> <b>Nominal value of each share</b> <b>£1.00</b> <b>Number of shares issued</b> <b>10,000</b> <b>Aggregate Nominal Value of issued shares</b> <b>£10,000.00</b>	<b>Class of share</b>  <b>Nominal value of each share</b>  <b>Number of shares issued</b>  <b>Aggregate Nominal Value of issued shares</b>  
<b>&gt; Total shares issued and value</b> <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	<b>Total number of shares issued</b> <b>10,000</b> <b>Total Nominal value of shares issued</b> <b>£10,000.00</b>	<b>Total number of shares issued</b>  <b>Total Nominal value of shares issued</b>  
<b>&gt; At the date of this Annual Return, if the company has altered or changed its share capital in any way or allotted new shares, please refer to the guidance notes for details of the appropriate form that should be sent with this Annual Return. Annual return guidance notes are available on the Companies House web site at <a href="http://www.companieshouse.gov.uk">www.companieshouse.gov.uk</a> or by ringing 0870 3333636.</b>		

- | Current details  |  | Amended details   |  | Shares transferred                                       |  |  |
|--|--|---|--|--|--|--|
| <b>&gt; Shareholder Name</b><br>Mrs Isobel ELDEER                              |  | <b>Name</b><br><u>MRS ISOBEL ELDER</u>                              |  | <b>Shares transferred by</b><br><b>Mrs Isobel ELDEER</b> |  |  |
| <b>Address</b><br>Broomlea<br>Old Church Road Cullen<br>Banffshire<br>AB56 4UZ |  | <b>Address</b><br><br><br><br>                                      |  |  |  |  |
| <b>Shares held</b><br>Class<br>Ordinary  |  | <b>UK Postcode</b> _ _ _ _ _<br><b>Shares held</b><br>Class<br><br> |  |  |  |  |
| <b>Number</b><br>5000  |  | <b>Number</b><br><br>   |  |  |  |  |
|  |  |   |  | <b>Class    Number    Date of transfer</b><br><br><br>   |  |  |
| <b>&gt; Shareholder Name</b><br>Alan John ELDER                                |  | <b>Name</b><br><br>   |  | <b>Shares transferred by</b><br><b>Alan John ELDER</b>   |  |  |
| <b>Address</b><br>Broomlea<br>Old Church Road Cullen<br>Buckie<br>AB56 4UZ     |  | <b>Address</b><br><br><br><br>                                      |  |  |  |  |
| <b>Shares held</b><br>Class<br>Ordinary  |  | <b>UK Postcode</b> _ _ _ _ _<br><b>Shares held</b><br>Class<br><br> |  |  |  |  |
| <b>Number</b><br>5000  |  | <b>Number</b><br><br>   |  |  |  |  |
|  |  |   |  | <b>Class    Number    Date of transfer</b><br><br><br>   |  |  |

- > Please fill in details of any persons or corporate bodies who are shareholders of the company at the date of this return, but whose details are not printed in Section 4.
- > Also, provide the details of any persons who became but have ceased to be shareholders of the company since the date of the last annual return.
- > For jointly held shares please list those joint shareholders consecutively on the form. If a joint shareholder also holds shares in their own right, list that holding separately.
- > Please copy this page if there is not enough space to enter all the company's other shareholders.

Shareholders details	Class and number of shares or amount of stock held	Class and number of shares or amount of stock transferred (If appropriate)	Date of registration of transfer (If appropriate)
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			



Companies House

— for the record —

# 363s Annual Return Declaration

- > When you have checked all the sections of this form, please complete this page and sign the declaration below.
- > If you want to change the made up date of this annual return, please complete 2 below.

## 1. Declaration

- ☒ I confirm that the details in this annual return are correct as at the made-up-date (shown at 2 below). I enclose the filing fee of £15.

Signature

(Director / Secretary)

Date

28 / 06 / 2004

*This date must not be earlier than the return date at 2 below*

### What to do now

*Complete this page then send the whole of the Annual Return and the declaration to the address shown at 4 below.*

## 2. Date of this return

- ☒ This AR is made up to **28/6/2004** If you are making this return up to an earlier date, please give the date here

\_\_ / \_\_ / \_\_\_\_

*Note: The form must be delivered to CH within 28 days of this date*

## 3. Date of next return

- ☐ If you wish to change your next return to a date earlier than **28th June 2005** please give the new date here:

\_\_ / \_\_ / \_\_\_\_

## 4. Where to send this form

- ☐ Please return this form to:

Registrar of Companies  
Companies House  
37 Castle Terrace  
Edinburgh EH1 2EB

***Have you enclosed the filing fee with the company number written on the reverse of the cheque?***

## Contact Address

You do not have to give any contact information below, but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Contact Name

Telephone number *inc code*

\_\_\_\_\_

\_\_\_\_\_

Address

DX number *if applicable*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DX exchange

\_\_\_\_\_

Postcode

\_\_\_\_\_